

Loan Change Request Form

Student Name: _____

C-Number: _____

Phone Number: _____

Today's Date: _____

Loan fund (please circle the loan you wish to adjust): *If adjusting more than one loan please complete another Loan Change Request Form*

Subsidized Unsubsidized Parent PLUS Grad PLUS TEACH Perkins Alternative (Private)

Choose Term (please circle semester and indicate year in which change should be made):

Summer _____ Fall _____ Spring _____

Please indicate how you would like the loan adjusted (please circle change and the amounts):

A. Reduce/Decline/Cancel \$ _____ \$ _____
Original Gross Amount *New Loan Gross Amount*

B. Reinstate/Increase amount \$ _____ \$ _____
Original Gross Amount *New Loan Gross Amount*

C. Return Refund \$ _____
Amount

D. Increase Unsubsidized Stafford Loan due to PLUS denial amount (circle academic standing and write in amount):

\$ _____ Freshman/Sophomore (maximum \$4,000) \$ _____ Junior/Senior (maximum \$5,000)

By signing this form, I authorize the SUNY Cortland Financial Aid Office to make the changes that I have requested above. I have taken the loan origination fees into account when adjusting the amounts. If I have requested a cancellation and/or reduction of a loan that has already credited to my account, I understand that I am responsible for paying the balance owed to SUNY Cortland if a balance results from my request. Additionally, if I adjusted any of my loans and have created a balance due to SUNY Cortland I must discuss a plan of action with my Financial Aid Advisor and the Student Accounts Office (credit card, payment plan, etc.). If a refund check has been issued and I am now requesting a cancellation and/or reduction I understand that I am responsible for contacting the Student Accounts Office at SUNY Cortland to void the refund check.

Student Signature (required)

Date

Financial Aid Advisor

Processed/Completed Date